

EIGHTY-SIXTH
ANNUAL REPORT

MECHANICS'
INSTITUTE

SAN FRANCISCO
CALIFORNIA

NINETEEN HUNDRED
FORTY-ONE



Eighty-sixth Annual Report

of the

MECHANICS' INSTITUTE

for the

Year Ending February 28, 1941

MECHANICS' INSTITUTE OFFICERS

Board of Trustees

Year Ending February 28, 1941

| | |
|---------------------------|------------------------|
| DR. JOSEPH D. HODGEN..... | President |
| GEORGE U. HIND..... | First Vice-President |
| ELGIN STODDARD..... | Second Vice-President |
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| | H. L. SLOSSON, JR. |

| | |
|----------------------------|-----------|
| JOHN H. WOOD..... | Secretary |
| GENEVIEVE TOMPKINSON | Assistant |

Mechanics'-Mercantile Library

| | |
|------------------------------------|-----------------|
| Librarian..... | MARY O. CARMODY |
| Reference Librarian | DORIS CANTOU |
| Cataloguer..... | ALICE V. WRIGHT |
| Chief, Circulation Department..... | HELEN D. BRYANT |

Assistants

| | |
|------------------|------------------|
| JOHN C. STUMP | ROSE M. O'TOOLE |
| VIVIEN H. GROVES | NORMAN GREEN |
| SADIE UGLOW | DOLORES MARSHALL |

Evening Assistants

| | |
|---------------|------------------|
| VICTOR ROMAIN | CECILIA DONOGHUE |
|---------------|------------------|

MECHANICS' INSTITUTE

Mechanics' Mercantile Library

Mechanics' Institute Chess and Checker Club

57 Post Street

San Francisco, California

The Library now contains nearly one hundred and forty-three thousand volumes.

Special attention is given to the division of technology.

Over five hundred periodicals and newspapers are on file.

A chess and checker room is maintained, where smoking is permitted.

Lecture courses are held each season.

Library open daily, 9 a. m. to 10 p. m.

Sunday, 1 p. m. to 5 p. m.

Chess room, daily, 9 a. m. to 10 p. m.

TERMS OF MEMBERSHIP

| | |
|------------------------------------|---------|
| Entrance Fee | \$ 1.00 |
| Half-yearly Dues (in advance)..... | 3.00 |
| Life Membership | 100.00 |

Non-residents may use the Library for one month on payment of fifty cents.

A member may introduce a friend (not a resident of the city), who will be allowed the use of the Library rooms for one month.

LIBRARY RULES

Members are entitled to take out four books at a time, provided however, that only two books of new fiction or current magazines marked "One Week Only," whether regular books or extra books, may be out at the same time on one membership. Extra books may be taken out on payment of five cents each.

All new fiction and new magazines may be kept out one week only, and are not renewable. All other circulating books, except where marked "One Week" or "Seven Days," may be kept out two weeks and may be renewed for two weeks longer unless marked "Not Renewable." Renewal notice may be given by mail or telephone (Garfield 1750).

An overdue charge of five cents a day will be made on all one week books, current magazines and books marked "Not Renewable." On other books a charge of two cents a day will be made.

Reservation postals may be left for all circulating books.

PRESIDENT'S REPORT

San Francisco, California, March 6, 1941.

Fellow Members of the Mechanics' Institute:

Your President herewith submits the eighty-sixth annual report of the doings of the Mechanics' Institute, its library activities and its business management.

Particular attention is called to our enrolled membership:

| | 1939 | 1940 | 1941 |
|-------------------|-------|-------|-------|
| Honorary | 2 | 2 | 2 |
| Life | 561 | 555 | 582 |
| Subscribing | 3,299 | 3,243 | 3,048 |
| Total | 3,862 | 3,800 | 3,632 |

These figures show a loss of subscribing members since February 28, 1939, of 230, less 44 subscribing members who have become life members during the past year. One other, upon the payment of \$100.00, became a life member.

While the change from subscribing member to that of life membership accounts largely for the apparent loss in subscribing membership it is no cause for relaxation in our endeavor to do all possible to increase our membership, as we could very well take care of many more without increasing our present library staff.

Believing the best opportunity of presenting this necessity to the membership is afforded at our well-attended lectures, your President has twice during this winter's current lecture series seriously explained to the members there present, and broadly hinting to the numerous guests in attendance the need of increasing our membership, suggesting the formation of membership clubs, and urged them to give serious attention for their own good as well as that of the Institute's.

A year or so ago your President suggested that a different character of ticket be issued for guests than those given to members and that an accurate account be kept of all in attendance. Quite 65 per cent of all who attended our lectures were guests, many of whom have been regular attendants for years, but have never apparently felt the urge or necessity to join the Institute.

Our lecture season has been exceptionally well attended. The lecturers and their topics have been very popular and timely.

The books added to our library this year number 2,553, bringing the total library collection to 142,376.

The circulation of books for the year ending February 29, 1940, was 181,945 and that for the past year ending February 28, 1941, 166,928, showing a decrease of 15,017.

You will note from the Secretary's report which is distributed among you that quite a number of the bonds of our portfolio have matured and have been paid. These moneys so received have been placed in savings banks awaiting a more favorable opportunity for reinvestment. During the year, however, \$5,000 was invested in United States Treasury bonds at 2¼ per cent. This amount was all of this issue we were permitted to have.

An item which is obviously not shown on the Secretary's report is \$750 in accrued interest on our United States Savings Bonds.

At the annual election of February 25, 1941, the following Trustees were elected. Constant Auger, Charles Bagby, Lewis F. Byington, Joseph D. Hodgen, Wm. Penn Humphreys and H. L. Slosson, Jr.

During the year your Board of Trustees, as has the Institute, suffered a severe loss in its membership.

On August 20, 1940, death took from us our much loved and oldest Trustee, Joseph M. Cumming, who was first elected Trustee in 1896 when after several months he resigned as Trustee to become Secretary of the Institute, in which office he continued until 1911, when he was again elected Trustee and remained as such until the time of his death. Trustee Cumming was succeeded by Warren H. McBryde.

January 1, 1941, death brought sorrow again to the membership and the Board of Trustees with the death of Charles D. Steiger, whose membership dated from 1897 and his Trusteeship from 1913 to the time of his death. The vacancy caused by the death of Trustee Steiger is as yet unfilled.

On January 17, 1941, the membership lost by death General Harry F. Rethers. He was elected Trustee in 1932 and resigned that position September 6, 1940. Charles Bagby was recently elected to fill this vacancy.

This report cannot be closed without commending to the membership our capable librarian, efficient secretary and the splendid staff.

JOSEPH D. HODGEN,
President.

SECRETARY'S REPORT

For the Year Ending February 28, 1941

San Francisco, March 6, 1941.

To the Board of Trustees of the Mechanics' Institute,
San Francisco.

Gentlemen:—

I have the honor to present herewith financial statement of the
Mechanics' Institute for the year ending February 28, 1941:

| | |
|--|--------------|
| March 1, 1940, Cash on deposit in various banks..... | \$ 91,272.99 |
| Cash in revolving funds..... | 450.00 |

| | |
|------------------|--------------|
| Total Cash | \$ 91,722.99 |
|------------------|--------------|

RECEIPTS

Mechanics' Institute Building—rent collections

| | |
|---|--------------|
| etc., from March 1, 1940, to February 28, 1941 | \$ 40,593.24 |
| Interest, Ernest N. Atkins Memorial Fund.. | 30.00 |
| Interest, James Lick Fund..... | 600.00 |
| Interest, Savings Account | 1,029.75 |
| Interest, Mortgages Receivable Accounts.... | 5,562.17 |
| Interest, Bonds | 28,935.90 |

Library and General Administration:

| | |
|----------------------------|------------------|
| Dues | \$ 17,144.25 |
| Entrance Fees | 386.00 |
| Life Memberships | 100.00 |
| Books Paid For..... | 121.04 |
| Fines and Extra Books..... | 1,883.80 |
| Sundry | 2.25 |
| | <u>19,637.34</u> |

| | |
|----------------------|--------------|
| Total Receipts | \$ 96,388.40 |
|----------------------|--------------|

Received from Investments Accounts:

| | |
|---|------------------|
| Bonds Matured | \$ 31,600.00 |
| Payments on Mortgages re- ceivable % | 4,250.00 |
| | <u>35,850.00</u> |

| | |
|------------------------|-------------------|
| Total Cash Received... | <u>132,238.40</u> |
|------------------------|-------------------|

\$223,961.39

EXPENDITURES

Mechanics' Institute Building — operating
expenses from March 1, 1940, to
February 28, 1941:

| | |
|----------------------|--------------|
| Pay Roll | \$ 17,239.92 |
| Taxes | 8,968.76 |
| Insurance | 356.55 |
| Heat | 756.06 |
| Light and Power..... | 2,416.58 |

| | |
|------------------------------|---------------------|
| Water | 326.33 |
| Window Cleaning | 419.25 |
| Supplies | 235.48 |
| Repairs | 1,195.71 |
| General Expense | 406.39 |
| Interest, Lease Deposit..... | 24.00 |
| | <u>\$ 32,345.03</u> |

Library and General Administration:

| | |
|---|------------------|
| Books, Binding and Periodi- cals | \$ 9,258.99 |
| General Expense | 2,058.99 |
| Insurance | 88.67 |
| Legal Expense | 250.00 |
| Lectures | 717.11 |
| Printing and Stationery.... | 352.20 |
| Salaries | 25,507.57 |
| Supplies | 87.50 |
| Taxes | 57.98 |
| Monthly Bulletin | 201.36 |
| Rent of Library Rooms..... | 18,720.00 |
| Furniture and Equipment... | 87.15 |
| | <u>57,387.52</u> |

| | |
|-------------------------|--------------|
| Total Operating Expense | \$ 89,732.55 |
|-------------------------|--------------|

Investments Account:

| | |
|---|-----------------|
| Post Street Building, Cost Account | \$ 185.92 |
| Bonds Purchased (Par Value) | 5,000.00 |
| Refund, % Lease Deposit.. | 200.00 |
| Total | <u>5,385.92</u> |
| Total Cash Paid Out... | \$ 95,118.47 |

| | |
|--|--------------|
| Cash on hand in various banks, Feb. 28, 1941.. | \$128,392.92 |
| Cash on hand in contingent funds..... | 450.00 |

| | |
|-------------------------|------------|
| Total Cash on Hand..... | 128,842.92 |
|-------------------------|------------|

\$223,961.39

SUMMARY

| | |
|--|--------------|
| Cash on Hand, March 1, 1940..... | \$ 91,722.99 |
| Total Income | \$ 96,388.40 |
| Total Expense | 89,732.55 |
| Excess Receipts | 6,655.85 |
| Received from Investment Accounts..... | 35,850.00 |

\$134,228.84

Less Investments made and deposit returned

5,385.92

| | |
|------------------------------------|--------------|
| Cash on Hand, February 28, 1941... | \$128,842.92 |
|------------------------------------|--------------|

DISTRIBUTION

| | |
|--|--------------|
| Cash on hand and in various banks, February 28, 1941 | \$128,392.92 |
| Cash in revolving funds..... | 450.00 |
| Total Cash | \$128,842.92 |

The above figures indicate that the cash receipts (excluding the amounts received and expended for Investment Accounts) were \$6,655.85 in excess of expenditures.

The net amount expended since April 18, 1906, on Books and Periodicals, and binding of new Books has been..\$394,294.31

The amount paid out for construction, equipment, etc., of the Post Street Building has been.....\$391,870.22

Insurance is carried as follows:

| | |
|--|--------------|
| Books, Furnishings and other contents..... | \$115,000.00 |
| Post Street Building..... | 300,000.00 |

The Resources of the Mechanics' Institute are as follows:

Post Street lot covered by Mechanics' Institute Building.

First Mortgages for \$112,950.00 on San Francisco Real Estate.

Bonds to the par value of \$617,830.56, as follows:

| |
|--|
| \$143,000.00 San Francisco, Cal., City Hall 5%. |
| 5,500.00 San Francisco, Cal., Municipal Railway 5%. |
| 16,000.00 San Francisco, Cal., Water 4½%. |
| 29,000.00 San Francisco, Cal., Golden Gate Park 3½%. |
| 24,000.00 San Francisco, Cal., Hetch Hetchy Water 4½%. |
| 16,000.00 San Francisco, Cal., Hetch Hetchy Water 5%. |
| 10,000.00 San Francisco, Cal., Hetch Hetchy Water 5¾%. |
| 500.00 San Francisco, Cal., Playground 3½%. |
| 2,000.00 San Francisco, Cal., School 4½%. |
| 5,000.00 San Francisco, Cal., Spring Valley 4½%. |
| 1,357.50 Berkeley, Cal., Municipal Improvement 4½%. |
| 1,875.00 Chico, Cal., Municipal Improvement 5%. |
| 3,000.00 Cloverdale, Cal., Municipal Improvement 5%. |
| 74,000.00 East Bay Municipal Utilities 5%. |
| 2,000.00 Gilroy, Cal., School District 5%. |
| 1,000.00 Hanford, Cal., Municipal Improvement 5%. |
| 10,000.00 Marin, Cal., Municipal Water District 5%. |
| 30,000.00 Metropolitan Water District 4%. |
| 4,393.90 Monterey, Cal., Municipal Improvement 5%. |
| 5,000.00 Oakland, Cal., School District 5%. |
| 500.00 Oakland, Cal., Municipal Improvement 5½%. |
| 5,000.00 Petaluma, Cal., City High School 6%. |
| 3,000.00 Pittsburg, Cal., Municipal Improvement 5%. |
| 2,000.00 Placerville, Cal., School District 5%. |
| 1,000.00 Richmond, Cal., School District 4½%. |
| 5,000.00 Richmond, Cal., School District 5½%. |
| 5,000.00 Sacramento, Cal., School District 4½%. |
| 3,000.00 Sacramento, Cal., High School District 4½%. |

| |
|--|
| 1,125.00 Santa Barbara, Cal., School District 4½%. |
| 1,000.00 Santa Maria, Cal., Union High School District 6%. |
| 10,000.00 Santa Rosa, Cal., Union High School District 5%. |
| 1,000.00 Stockton, Cal., School District 5%. |
| 1,600.00 Visalia, Cal., Municipal Improvement 6%. |
| 1,000.00 Williams, Cal., Municipal Improvement 5½%. |
| 1,000.00 Contra Costa County, Cal., Highway 5%. |
| 15,000.00 Fresno County, Cal., Highway 5%. |
| 5,000.00 Merced County, Cal., Highway 5%. |
| 11,000.00 California State Bldgs. and University Bldgs. 4½%. |
| 32,000.00 California State Harbor 4%. |
| 3,000.00 California State Highway 4½%. |
| 54,000.00 California State Highway 4¾%. |
| 20,000.00 California State Highway 5%. |
| 5,000.00 California State Highway 5¾%. |
| 8,000.00 California State University Buildings 4½%. |
| 11,000.00 California State Veterans' Welfare 4½%. |
| 23,979.16 United States Savings Bonds (paying 2.9%). |
| 5,000.00 United States Treasury Bonds 2¾%. |
| Cash on hand March 1, 1941, \$128,842.92. |
| Books, Furniture and Equipment of the Library. |

Respectfully submitted,

JOHN H. WOOD, Secretary.

REPORT OF THE LIBRARIAN

San Francisco, March 6, 1941.

To the President and Board of Trustees, Mechanics' Institute.

Gentlemen: I herewith submit the eighty-sixth annual report of the Library for the year ending February 28, 1941:

Membership

| | | |
|-----------------------------------|-----|-------|
| March 1, 1940..... | | 3,800 |
| Added—Subscribing | 387 | |
| Reinstated | 21 | 408 |
| | | 4,208 |
| Withdrawn—Life (deceased) | 18 | |
| Subscribing | 558 | 576 |
| | | |
| Membership February 28, 1941..... | | 3,632 |

During the year 44 subscribing members who had paid dues continuously for thirty years were, according to the Constitution, made life members. One subscribing member paid the \$100 fee and became a life member.

The membership is divided as follows:

| | |
|-------------------|-------|
| Honorary | 2 |
| Life | 582 |
| Subscribing | 3,048 |
| | 3,632 |

Book Accessions

| | | |
|--|-------|---------|
| Number of volumes listed March 1, 1940..... | | 139,908 |
| Added by purchase..... | 2,553 | |
| Added by binding..... | 230 | |
| Added by gift..... | 222 | 3,005 |
| | | 142,913 |
| Less lost, paid for, and discarded..... | | 537 |
| | | |
| Number of volumes listed February 28, 1941.. | | 142,376 |

Circulation

There were issued for home use 166,928 volumes, an average monthly circulation of 13,910 volumes.

Accessions by Classes

| | Purchased | Cost | Bound | Cost | Gifts | Total |
|--------------------------|-----------|------------|-------|----------|-------|-------|
| General Works | 39 | \$ 103.52 | 28 | \$ 58.40 | 13 | 80 |
| Philosophy | 69 | 124.61 | 1 | 2.00 | 8 | 78 |
| Religion | 20 | 27.12 | | | 2 | 22 |
| Sociology | 232 | 653.15 | 21 | 52.55 | 68 | 321 |
| Philology | 5 | 5.51 | | | | 5 |
| Science | 89 | 304.92 | 47 | 98.20 | 17 | 153 |
| Useful Arts | 217 | 592.36 | 95 | 232.60 | 48 | 360 |
| Fine Arts | 133 | 314.89 | 26 | 59.00 | 26 | 185 |
| Literature | 111 | 199.93 | 2 | 4.00 | 4 | 117 |
| Foreign Literature | 3 | 2.60 | | | 3 | 6 |
| Travel | 155 | 375.13 | 6 | 12.80 | 5 | 166 |
| Biography | 174 | 398.59 | | | 8 | 182 |
| History | 194 | 421.08 | 4 | 8.60 | 11 | 209 |
| Fiction and Children's | | | | | | |
| Books | 1,112 | 1,801.56 | | | 9 | 1,121 |
| | 2,553 | \$5,324.97 | 230 | \$528.15 | 222 | 3,005 |

Table of Circulation Statistics

| | | | |
|---------------------|-------|--------------------------|---------|
| General Works | 962 | Literature | 7,042 |
| Philosophy | 2,850 | Foreign Literature | 725 |
| Religion | 1,176 | Travel | 8,951 |
| Sociology | 6,158 | Biography | 9,618 |
| Philology | 491 | History | 8,390 |
| Science | 4,465 | Fiction | 92,173 |
| Useful Arts | 8,192 | Periodicals | 8,872 |
| Fine Arts | 6,585 | Juvenile | 278 |
| | | | 166,928 |

| | |
|-------------------|--------------------------------|
| Fiction | 92,173 volumes, 55.22 per cent |
| Non-fiction | 74,755 volumes, 44.78 per cent |

| | |
|------------------------|---------------------------------|
| Adult books | 166,650 volumes, 99.83 per cent |
| Children's books | 278 volumes, 00.17 per cent |

Respectfully submitted,

MARY O. CARMODY,
Librarian.

APPENDIX

| Year Ending Feb. 28 | Sub- scribing | Membership Life and Honorary | Total | Volumes Library | Circula- tion |
|---------------------------|------------------|------------------------------------|-------|--------------------|------------------|
| 1941 | 3,048 | 584 | 3,632 | 142,376 | 166,928 |
| 1940 | 3,243 | 555 | 3,800 | 139,908 | 181,945 |
| 1939 | 3,299 | 563 | 3,862 | 137,655 | 189,748 |
| 1938 | 3,296 | 562 | 3,858 | 135,463 | 192,507 |
| 1937 | 3,404 | 570 | 3,974 | 132,273 | 197,969 |
| 1936 | 3,407 | 590 | 3,997 | 130,355 | 212,344 |
| 1935 | 3,312 | 598 | 3,910 | 127,815 | 220,372 |
| 1934 | 3,290 | 604 | 3,896 | 124,425 | 230,545 |
| 1933 | 3,517 | 649 | 4,166 | 121,666 | 250,140 |
| 1932 | 3,835 | 664 | 4,499 | 118,928 | 254,205 |
| 1931 | 3,878 | 666 | 4,546 | 114,347 | 237,974 |
| 1930 | 3,748 | 677 | 4,425 | 108,697 | 208,552 |
| 1929 | 3,657 | 679 | 4,336 | 103,123 | 176,174 |
| 1928 | 3,789 | 703 | 4,492 | 98,195 | 165,253 |
| 1927 | 4,032 | 702 | 4,734 | 102,056 | 161,980 |
| 1926 | 4,030 | 690 | 4,723 | 98,696 | 164,347 |
| 1925 | 4,170 | 690 | 4,860 | 94,992 | 169,631 |
| 1924 | 4,356 | 652 | 5,008 | 91,433 | 172,712 |
| 1923 | 4,317 | 657 | 4,974 | 87,855 | 172,902 |
| 1922 | 4,160 | 646 | 4,806 | 84,056 | 175,502 |
| 1921 | 3,842 | 650 | 4,492 | 80,776 | 150,376 |
| 1920 | 3,408 | 649 | 4,057 | 77,140 | 128,480 |
| 1919 | 2,994 | 653 | 3,647 | 73,128 | 101,728 |
| 1918 | 3,135 | 590 | 3,725 | 70,055 | 118,159 |
| 1917 | 3,144 | 598 | 3,742 | 65,875 | 132,721 |
| 1916 | 2,982 | 617 | 3,599 | 63,672 | 127,866 |
| 1915 | 2,862 | 626 | 3,488 | 56,740 | 131,687 |
| 1914 | 2,709 | 632 | 3,341 | 50,776 | 125,650 |
| 1913 | 2,855 | 643 | 3,498 | 44,527 | 118,998 |
| 1912 | 2,660 | 644 | 3,304 | 39,266 | 110,194 |
| 1911 | 2,385 | 651 | 3,036 | 35,392 | 88,753 |
| 1910 | 1,717 | 645 | 2,362 | 32,186 | 71,741 |
| 1909 | 2,034 | 646 | 2,680 | 28,324 | 83,042 |
| 1908 | 2,120 | 643 | 2,763 | 24,179 | |
| 1907 | 2,726 | 651 | 3,377 | 17,850 | |
| April 18, 1906 | | ... | 4,150 | | |

MECHANICS' INSTITUTE PUBLICATIONS

In Print

Annual Reports, 1907 to date.

List of books on architecture. August, 1913.

List of books on building and building materials. December, 1913.

List of books on electrical engineering. June, 1916.

List of books on petroleum. January, 1917.

List of books on aeronautics and military and naval engineering.
January, 1918.

List of books added, 1914 to date.

List of periodical literature on file in the Mechanics' Institute Library, 1928. Compiled by Mary O. Carmody.

Seventy-five years of history of the Mechanics' Institute, compiled by John H. Wood, Secretary, 1930.

